

## **Law and Public Safety Division of Criminal Justice**

### Notice of Availability of Funds

**Take notice** that, in compliance with N.J.S.A. 52:14-34.4, the Division of Criminal Justice (DCJ) announces the availability of the following grant program funds:

**a. Name of the program:** New Jersey Recovery Act Violence Against Women Competitive Grant Program (Recovery VAWA). This program is supported by the Federal Fiscal Year 2009 (FFY09) Recovery Act STOP Violence Against Women Formula Grant Program.

**b. Purpose:** To further the purposes of the STOP Violence Against Women Act and the American Recovery and Reinvestment Act of 2009 (ARRA), funds will be used for projects that create and retain jobs and promote economic growth while improving responses to domestic violence, dating violence, sexual assault and stalking. The funding priority will be projects that support the placement of special victim assistants, known as Jessica Gonzales Victim Assistants, in local law enforcement agencies to serve as liaisons between victims of violence against women and local law enforcement personnel in order to improve the enforcement of protection orders. Jessica Gonzalez Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault or stalking and may undertake the following activities:

- Developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including triage protocols to ensure that dangerous or potentially lethal cases are identified and prioritized;
- Notifying persons seeking enforcement of protection orders as to what responses will be provided by the local law enforcement agency;
- Referring persons seeking enforcement of protection orders to supplementary services (such

as emergency shelter programs, hotlines, or legal assistance services; and

- Taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.

An assistant may serve more than one local law enforcement agency, depending on victims' needs and available services within the county.

**c. Available funding:** A total of \$860,869 will be available to support this program. Funds for this program are derived from the FFY09 Recovery Act STOP Violence Against Women Formula Grant Program. Funds will be awarded on a competitive basis. Geographic distribution and types of victim services provided will be taken into account in the selection of projects. Applicants may apply for a maximum of \$60,000 for a 12-month grant period. The grant period will be May 1, 2010 to April 30, 2011. Continued funding may be available, contingent upon the availability of Federal funding and the subgrantee's compliance with grant conditions and performance of goals and objectives. Only one application per project will be accepted. Municipalities are encouraged to collaborate or partner with organizations providing services to victims of domestic violence to establish a Jessica Gonzales Victim Assistants Program. Priority will be given to applications requesting funds for a multi-jurisdiction or regional project. A 25 percent match, cash or in-kind, is required. For example, a \$60,000 award requires a \$20,000 match for a total grant award of \$80,000.

**d. Organizations which may apply for funding under this program:** Eligible municipal units of government.

**e. Qualifications needed by an applicant to be considered for funding:** Applicants must be in good standing with all State and Federal agencies with which they have had an existing grant or contractual relationship. Where appropriate, all applicants must hold current State licenses and certifications.

The Federal Funding Accountability and Transparency Act (FFATA) of 2006 requires the use of the Data Universal Numbering System (DUNS) and Central Contractor Registration (CCR) as unique identifiers for each entity receiving a Federal award or subaward. Applications without a completed FFATA Form, including current DUNS number(s) and CCR registration, will be deemed incomplete.

Applicants must comply with all the requirements of the ARRA, including demonstration of the financial capacity to segregate, account, track and report all Recovery VAWA funds separate and apart from all other grant funds the agency receives; capacity to comply with strict ARRA reporting requirements; and monthly reporting to the State Office of Victim Witness Advocacy. Information in these reports will be posted quarterly on public websites. For further information visit: <http://www.ojp.usdoj.gov/recovery/solicitationrequirements.htm>.

To be considered for funding, an eligible applicant must file a completed application, in accordance with the requirements of the program, by the submission deadline. The following scored components must be included in the application:

*1. Agency background, mission, experience and capability. 10 points*

Describe in detail the agency's mission, background and experience as it relates to the purpose and objectives of the proposed project. Explain the agency's understanding and capability to carry out the project based on demonstrated experience in providing victim services to the target population. Public agencies must cite their statutory and/or local governing authority.

*2. Problem Statement/Needs Assessment. 15 points*

Identify the specific problem(s), target population and geographic area that the proposed project will address. Describe the needs and characteristics of the target population; local needs and conditions; describe existing services and identify gaps and/or barriers in services. Include statistics and relevant

facts to substantiate the need and selection of the proposed project.

*3. Goals, Objectives and Methods. 30 points*

Specify clear, realistic goals for the proposed project. Identify objectives that are concise, measurable and clearly relate to the goals, problem statement/needs assessment and target population. Measurable objectives shall include, but not be limited to, the level of service to be provided. Describe in detail the project's approach or strategy for attaining each objective. Complete a project work plan which includes each objective along with the major activities, responsible staff and feasible time frames for each objective and activity.

*4. Partnership, Collaboration or Coordination of Services. 10 points*

Partnerships, collaboration and/or coordination of services are strongly encouraged for all projects. Municipal law enforcement agencies may collaborate to share services provided by a victim assistant. Describe the agency's partnership and/or coalition building strategy and use of volunteers. Applications for projects which require coordination of services among two or more agencies must contain a signed affiliation agreement. An affiliation agreement must define roles, responsibilities, referral mechanisms, collaboration and coordination efforts necessary for successful implementation of the project and must be signed by all affiliating agencies. At least three letters of support for the specific project must be included with the application.

*5. Project Management and Staff. 10 points*

Identify project management and staff. Describe how personnel are uniquely qualified to manage and implement the project. Provide current resumes along with job descriptions that describe the title, responsibilities, education and experience for each position for whom the grant or matching funds are requested. State if the position is full-time or part-time, the number of hours and percentage of time devoted to the project. Indicate if funds will be used to retain existing staff or

to recruit new staff for each position requested in the budget. Grant funds cannot be used to supplant State and Federal funds otherwise available for crime victim services.

*6. Data Collection/Performance Measures/Evaluation. 10 points*

List data that will be collected. Describe the methods that will be used to measure the progress and assess the impact of the project. (Subgrantees will be required to collect and report specific data relating to their project to DCJ). Client feedback is strongly encouraged; if measurement does not include client feedback, an explanation must be provided.

*7. Budget and Budget Narrative. 15 points*

Provide detailed narrative justification for the funds requested by Budget Category itemized on the Budget Detail Forms. Costs must be specific and tied to the project objectives. Applicants should refer to the Program Guidelines for a description of budget categories and allowable expenses. A 25 percent match, cash or in-kind, is required.

Priority will be given to applications submitted for a multi-jurisdiction project.

**f. Procedures for eligible organizations to apply:** Application packages are available by contacting the Division of Criminal Justice, State Office of Victim Witness Advocacy at (609) 292-6766 or on the website at [www.njvw.org](http://www.njvw.org). Applicants must complete and submit one original and two copies of the Recovery Act Violence Against Women Act (VAWA) Program application by the submission deadline. Applications that do not comply with the requirements of this Notice of Availability of Funds and the Program Guidelines will not be considered. The Division of Criminal Justice reserves the right to decline any and all applications for funding and to award grants in amounts that may be other than requested. Agencies previously funded are not guaranteed continued funding nor funding at previous levels. The submitted application may be subject to disclosure pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

**g. Address of the State agency receiving the application:**

Heddy Levine-Sabol, Acting Chief  
State Office of Victim Witness Advocacy  
Division of Criminal Justice  
Richard J. Hughes Justice Complex  
25 Market Street  
P.O. Box 085  
Trenton, New Jersey 08625-0085

**h. Deadline by which applications must be submitted:** Applications must be completed and filed before 4:00 P.M. on Thursday, April 1, 2010. Facsimiles or electronic mail will not be accepted.

**i. Date by which notices shall be mailed of approval or disapproval of applications:** All applicants will be notified in writing on or about April 30, 2010, as to whether or not the agency's proposed project will be funded.

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Stephen J. Taylor, Director  
Division of Criminal Justice

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Date